

Finance and Labor Relations Committee
Regular Meeting – Special Time
Tuesday, September 3, 2019, 2019 2:00 p.m.
City Hall, 31 S. Madison Street, Evansville, WI

MINUTES

1. **Call to order.** Cole called the meeting to order at 2:01 pm.
2. **Roll Call:** Members present: Alderpersons Rick Cole, Joy Morrison and Dianne Duggan. Others present: Mayor Bill Hurtlely and City Administrator/Finance Director Ian Rigg.
3. **Approval of Agenda.** Duggan made a motion, seconded by Morrison to approve the agenda as presented. Motion approved 3-0.
4. **Minutes.** Cole made a motion, seconded by Duggan to waive the reading of the minutes of the August 8, 2019 regular meeting and to approve them as presented. Motion approved 3-0.
5. **Citizen appearances.** None
6. **Bills.** Cole made a motion, seconded by Duggan to recommend to Common Council the City bills as presented in the amount of \$1,526,916.29. Motion approved 3-0 on roll call.
7. **New Business:**
8. **City Administrator Finance Director Report.**

Rigg reported on his schedule and having a lot to accomplish before the exchange program. The executive search for a police chief is moving along and later in the week Rigg will be meeting with them as they interview stake holders.

 - A. **Budget Estimates and Progress.**

Rigg gave a brief outline of the current status of the budget with estimates on the unknowns and figures of what is known to date. The City is waiting on final manufacturing assessed values, general transportation aid amounts, shared revenues amounts and more. Rigg showed that a 0.5% difference in health care costs is about \$1,600 in tax expense. Rigg used 2018 time distribution and predictions based on 2019 use to alter the amount of time some staff should be in utilities and general fund. Major capital projects for the future of City Hall include new windows or window repairs, painting, gutters, restoring Council room, and more. In 2020 it is new tables and chairs in the Council room for greater mobility and hopefully less marking of the floors. Additionally the City is looking at new server and copier. Copier has 5 year warranty/service contract and was purchased in 2015 same as the server. Currently there is about \$60-70,000 to cut to meet the goal of keeping the mill rate flat. More than half will be easy to identify.
 - B. **Discussion with possible motion to recommend to Common Council the 2020 Finance Handbook.** Rigg discussed adding in language regarding the sale of City property but more importantly the restriction of employees purchasing property from the City. Committee agreed to add language. Cole had a few capitalization and spacing corrections to make. Committee felt it was ready to present to Council.
9. **Unfinished business.**

A. **Project updates (place holder).** We are still waiting on the painting at the Waste Water Treatment Plant. Laterals are finishing on 2nd Street and Franklin / Jackson Street. Assessments should happen in the next month or two.

10. **Meeting Discussion:** The next regular meeting will be October 3, 2019 at 6:00 p.m.
11. **Closed Session:** Duggan made a motion, seconded by Morrison at 3:15 pm to convene in closed session pursuant to section 19.85 (1) (e) of the Wisconsin statutes to discuss two separate matters, one of which will be to deliberate pending union negotiations and the other to discuss benefits and compensation of non-represented employees, where discussion in open session would negatively impact the city's competitive or bargaining position. Upon completion, Finance Committee will not reconvene in open session. Motion approved 3-0 on roll call.

Ian Rigg, City Administrator/Finance Director